

WASTEWATER TREATMENT PLANT OPERATOR

GENERAL RESPONSIBILITIES

Operates and maintains wastewater treatment facility for the County in accordance with Federal, State, and local laws.

ESSENTIAL TASKS include the following; other duties may be assigned.

1. Collect samples and administer tests to ensure safe wastewater treatment operations
2. Perform maintenance and repair of facility equipment, pumps, motors, and lines
3. Maintain equipment and tools
4. Log flows, pump hours and chemical usage
5. Complete routine paperwork such as time sheets and reports
6. Report to work outside of normal work hours for emergency operations
7. Perform related duties as to specific assignments
8. Any employee may be identified as Essential Personnel during emergency situations
9. Provide service to customers by answering questions, providing information, making referrals and assuring appropriate follow-through and/or resolution
10. Communicate with managers, supervisors, co-workers, citizens, media and others, maintains confidentiality; and represents the County

EDUCATION AND EXPERIENCE

1. High school diploma or general education diploma (GED)
2. Three years experience in the operation of wastewater treatment facilities *

* A comparable amount of training and experience may be substituted for the minimum qualification.

KNOWLEDGE, SKILLS AND ABILITIES

1. Read, analyze, and interpret technical information and manuals, policies, and legal documents
2. Write reports and other required documentation
3. Perform equipment inspection and routine maintenance and repair
4. Define problems, collect data, establish facts and draw valid conclusions
5. Apply complex mathematical concepts and formulas
6. Work with detail, problem solve and communicate problems
7. Comply with relevant laws, regulations, and procedures

CERTIFICATES, LICENSES, REGISTRATIONS

1. Valid driver's license
2. (DOT) Department of Transportation Physical Card
3. State of Maryland Operator Wastewater Treatment Plant Class 5 License